

ROUTING AND TRANSMITTAL SLIP

19 December 1988

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1. C/P&PG, Attn: 			
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Coordination	Justify	

REMARKS

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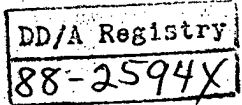
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AIA REGISTRY

1095-20-

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Stamford, CT 06904-2212
(203) 964-0096
Telex: 643 528



GARTNER GROUP, INC.

December 5, 1988

Dear Information Systems Executive:

I am pleased to invite you to attend our upcoming Gartner Group Second Annual Corporate Publishing Strategies conference which will focus on the complex issues facing the corporate publishing environment. This conference is being held in Tampa, Florida, February 1 - 3, 1989.

The focus of this conference is designed to help attendees piece together the publishing puzzle that faces the corporate environment today. If implemented properly, the automation of document production can significantly improve timeliness, productivity and quality while reducing costs. A five-year strategic planning scenario will incorporate a delineation of key issues and strategic planning assumptions. Presentations by key vendors on printing and the role of color, industry consultants on publishing standards, coupled with Gartner Group analysis of software trends and implications and integration of the office and publishing environments will enable attendees to plan effectively.

Since the subject matter of this conference will be of significant value to a variety of information systems executives, I recommend that you register as soon as possible to ensure your space reserved. Should you be unable to attend, or determine that this conference would be of interest to one or more of your associates, I would appreciate your forwarding of the agenda on to the appropriate individual(s).

In addition, this conference will be preceeded by the Gartner Group Eighth Annual Office Information Systems Conference, which will be held January 30 - February 1, 1989, in the same location. An agenda has been sent to you separately.

To register for either conference, please contact Ashley Pearce at (203) 967-6757. I look forward to seeing you in Tampa.

Sincerely,

Follett Carter
Vice President & Director
Corporate Publishing Strategies Service